



Wake Forest Board of Commissioners
Meeting Agenda
February 16, 2021 at 7:00 PM
All items listed are for discussion and possible action.

Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Deeda Harris](#) at 919-435-9413 as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 7 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

Meeting Agendas

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's office at 919-435-9413. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

Public Hearings

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

Public Comment

Anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item during the time of the Public Comment should contact Town Clerk Deeda Harris by 3 p.m. the day of the meeting. Mayor Jones will recognize you during the Public Comment period and give you 3-5 minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Minutes

- 2.A. Approval of Minutes for Meetings held January 4, 2021 (Work Session & Joint Public Hearing), and meeting held January 19, 2021 (Regular Board of Commissioners Meeting)

[mins1-5-21-WS-draft.pdf](#)

[Draft_January_5_2021_JPH_Meeting_Minutes.pdf](#)

[mins1-19-21-Agenda-draft.pdf](#)

3. Presentations

- 3.A. Presentation from Mr. Jim Crawford and local Boy Scout Troop

[boy_scout_presentation-summary.docx](#)

- 3.B. Resolution Recognizing Christopher S. Graham on his Retirement

[Agenda Item Summary - Graham, S..docx](#)

[Resolution2021-xx_APPREC__Christopher S. Graham.doc](#)

- 3.C. Closed Session. N.C.G.S. 143-318.11 (3) Consultation with the Attorney re: Schooldev East LLC vs the Town of Wake Forest &

Closed Session. N.C.G.S. 143-318.11 (3) Consultation with the Town Attorney

4. Public hearings / Public Comment

- 4.A. Public Hearing to receive public input for the FY 2021-2022 Budget

[First Budget Public Hearing FY 2021-2022_summary.pdf](#)

[FY 21-22 Budget Preparation Schedule \(Tentative\).pdf](#)

- 4.B. Public hearing on a petition requesting non-contiguous (satellite) annexation submitted by Thales Academy for property located at 2129 Wait Avenue, being Wake County Tax PIN 1860-16-1023 and is approximately 37.1 acres.

[021621 BOC Agenda Summary \(AN-20-12\)](#)

[Annexation Petition - Thales \(AN-20-12\)](#)

[Attachment A - Legal Description \(AN-20-12\)](#)

[Attachment B - Annexation Map \(AN-20-12\)](#)

[Thales Academy Annexation Ordinance \(AN-20-12\)](#)

- 4.C. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 5 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

5. Consent Agenda

(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

- 5.A. Approval of a Resolution to surplus the badge and service weapon carried by Officer Scott Graham
[Graham-badge-weapon-surplus-summary.docx](#)
[resolution2021-Graham-Surplus_Badge_Service_Arm-Feb2021.docx](#)
- 5.B. Approval of resolution designating Deputy Finance Officer
[Deputy Finance Officer.pdf](#)
[resolution 2021 - deputy finance officer.doc](#)
[NCGS 159-25.docx](#)
[NCGS 159-28 \(a\).docx](#)
- 5.C. Approval of Budget Ordinance Amendment # 3 for FY 2020 - 2021
[Budget Ordinance Amendment_summary.pdf](#)
[Budget Ordinance Amendment #3_FY 2020 - 2021.pdf](#)
- 5.D. Approval of a Resolution to Accept the 2021 National Fitness Campaign Grant
[Summary_Sheet_National_Campaign_Fitness_Grant.docx](#)
[Resolution to Accept 2021 National Fitness Campaign Grant.doc](#)
[Notice of Award for The NCRPA Outdoor Fitness Court - 2021.pdf](#)
[PRCR_graphic.docx](#)
- 5.E. Approval of Resolution in Appreciation of Services of Outgoing Advisory Board Members

[Adv_Board_Appreciations-summary.docx](#)
[Advisory_board_appreciations-merge.docx](#)
[Adv_board_appreciation_list.pdf](#)

6. Legislative Items

7. Planning Items

- 7.A. Consideration of QUASIJUDICIAL ITEM SD-20-07 Traditions Grande Care Facility Major Subdivision filed by Triangle Site Design, for approximately 14 acres located at 651 Gilcrest Farm Road, being Wake County Tax PIN 1851-24-5850
[Case Summary SD-20-07 - Traditions Grande Care Major Subdivision](#)
[Attachment A - Application and Statement of Justification](#)
[Attachment B - Major Subdivision Plan](#)
[Attachment C - Maps](#)
[Attachment D - Neighborhood Meeting Information](#)
[Attachment E - Appraiser Opinion](#)
[Attachment F - Staff Report 2.2.21](#)
[Attachment G - Staff Presentation 2.2.21](#)
- 7.B. Consideration of Legislative Case RZ-20-07 Thales Academy for a Zoning Map Amendment (Rezoning) request filed by Thales Academy to rezone 38± acres located at 2129 Wait Avenue from Wake County's Highway District (HD) to Highway Business Conditional District (HB CD), being Wake County Tax PIN 1860161023
[021621 BOC Agenda Summary RZ-20-07](#)
[Consistency Statement RZ-20-07 Thales Academy](#)
[Inconsistency Statement for Disapproval RZ-20-07 Thales Academy](#)
[Ordinance RZ-20-07 Thales Academy](#)
[Attachment A - Thales Legal Description](#)
[Attachment B - Thales Academy Site Master Plan](#)
[Attachment C - RZ-20-07 Conditions](#)
[Planning Board Written Recommendation](#)

8. Administration and Financial Items

- 8.A. Consideration of approval of 2021 - 2026 Capital Improvements Plan Update
[CIP Update Approval_Summary.pdf](#)
[1st Year Funding - 2021.pdf](#)

9. Public Services Items

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

12.A. Wake County Tax Releases

[Wake_Co_Tax_Releases-Jan.pdf](#)

[Wake_Co_Tax_Releases-Feb.pdf](#)

12.B. Monthly Report

[Jan 2021-monthly-rpt.pdf](#)

12.C. Quarterly Project Updates

[Copy of CIP Project Tracker Q2_FY2020-2021.pdf](#)

[Strategic Plan Working Document_Q2 Oct_Dec2020.pdf](#)

13. Adjournment